

**Work Session Meeting Minutes  
August 21, 2018**

A work session of the Hulmeville Borough Council was held on the above date at the Borough Hall, 321 Main Street.

**Councilmembers Present:** Thomas Wheeler, President, Dan Mandolesi, Vice President, Mayor Mahon, Doug Harris, Judy Coleman and Doug Edge.

**Councilmember's Absent:** Mallory Menta, Sarah Omietanski, Jr. Council Person and Nick Lodise

**Other's in Attendance:** Solicitor Robert DeBias, Fire Marshal Bill Wheeler, Secretary Dorothy Omietanski, Sheri Wheeler, Ahmad Zahedi and Jeff Smith from Magnet.

**Call to Order:** Mr. Wheeler called the meeting to order at 7:30 pm; all those present joined in the Pledge of Allegiance.

**Magnet Presentation:** Mr. Smith presented the software Magnet has to offer the borough for record keeping.

Note: Doug Edge left the meeting at 9:15pm

Council agreed to move forward with Magnet. The next step is to accumulate ideas from everyone on council regarding exactly what the borough needs to track. Once the list is compiled Mr. Harris will present the list to Magnet.

**Fire Marshal:**

- Borough Hall Inspection – Fire Marshal Wheeler conducted an inspection of Borough Hall and there are a few items that need to be addressed. The 16 emergency lights failed and the batteries need to be replaced. The four fire extinguishers are expired and either need to be inspected or replaced. Mr. Mandolesi addressed the emergency lights. Just today Mr. Mandolesi met with an electrician who is going to be replacing lights in borough hall, which will include the emergency lights. This expense will be covered by the RDA grant. Fire Marshal Wheeler expects the inspection of the extinguishers to cost approximately \$40 per extinguisher. To purchase new extinguishers would cost approximately \$55. Council agreed to have the extinguishers inspected.

**Motion made by Mr. Mandolesi seconded by Mr. Harris to allow Fire Marshal Wheeler to proceed with the fire extinguisher inspection at an approximate cost of \$40 per extinguisher not to exceed a cost of \$250; Motion carries 4-0-0.**

### **Solicitor Report:**

- Snow and Ice Bids – The advertisement for the Snow and Ice bids is being advertised in the Courier on 8/19 and 8/26. Mr. Wheeler asked council if the snow shoveling should be an option that they might consider removing based on the price the bidder offers. Mr. Wheeler believes \$125 per hour is a lot for snow shoveling and maybe they could do better hiring someone else. Council agreed it makes most sense to allow the snow removal company to handle all aspects considering insurance and liability. Mr. Wheeler did contact Middletown Township regarding removing snow for the borough and unfortunately at this point the process would take too long for them to get an official approval. If council is interested in pursuing this idea for the future Mr. Wheeler suggested council approach Middletown Township in January. Mr. DeBias reminded council the bids will be opened on 9/18 and the contract will be awarded on 10/1.
- Leaf Pick Up Dates – The dates for leaf pick up this year should be 10/24, 11/7, 11/21 and 12/5. Ms. Omietanski will email these dates to Mr. Lodise requesting he forward them to Republic.
- RDA Grants – Mr. DeBias confirmed the RDA grant requests for this year will be:
  1. Street Repairs – culvert on Main Street, storm drain on Pennsylvania Ave the guardrail on Green St. may also be included.
  2. Police Department – car camera and 2 body cameras
  3. William Penn Fire Co – balance due on the radios.Mr. DeBias reminded council he needs grant documentation by 9/10 and all grant applications are due to the RDA by 9/28.
- Grant – Mr. Mandolesi informed council that just today he received grant information from Tina Davis's office for cost incurred dealing with waterways. He will look into it, because it may apply to the culvert issue on Main Street.
- LED Lights – Mr. Mandolesi confirmed that Armour is still waiting for the parts to arrive.
- Record Keeping – Mr. DeBias wanted to make Ms. Omietanski aware that he just learned that all land development permits and plans need to be stored indefinitely and building permits and plans need to be retained for the life of the building.
- RDA Request – Mr. Wheeler received a request for Hulmeville to sponsor a non-profit organization in Middletown Township for a new roof at a cost of \$20,000. Council agreed to be the sponsor.

### **Mayor:**

- Internal Affairs Policies – Mayor Mahon distributed a first draft of the new internal affairs policies for the police department. She is requesting that everyone in council review the information and report any comments back to her.
- Static ID Address – Mayor Mahon and Police Chief Juno were unaware of a deadline for installation of the static ID address for the police station of 8/24 provided by the county. She needs to purchase a router and will incur installation costs as well as monthly costs moving forward. Installation will be \$99.99, the static IP address will cost \$19.95, a new router \$400 and moving forward a monthly fee of \$154.85 for the service.

**Motion made by Mayor Mahon seconded by Mr. Mandolesi to allow the Mayor to set up a static IP address for the police department not to exceed \$550 for set up cost and \$180 for monthly charges; Motion carries 4-0-0.**

- Citation – Mayor Mahon will be sending a citation to Bob White at the RDA for his retirement as director of the Bucks County Redevelopment Authority.

**MS4:**

- MS4 Permit – Mayor Mahon was notified by Mr. Canales that he was contacted by DEP regarding deficiencies in the current MS4 permit. The issues have to deal with the total maximum daily load. Mayor Mahon will be scheduling a meeting with them sometime after the end of September to discuss the matter.

**Finance:**

- Budget Meeting – The next budget meeting will be 9/30 at 6:30 pm.

**Correspondence:**

- Shore Club – Ms. Omietanski received another check from the Shore Club for \$2,340.63.

**Old Business:**

There being no further official business the meeting was adjourned at 10:37 pm; motion made by Mr. Mandolesi and Ms. Coleman; carried 4-0-0.

Respectfully Submitted

Dorothy Omietanski,  
Hulmeville Borough Secretary